

APPENDIX A-Cover Sheet

JUL 13 2016

Legal Affairs

West Tennessee Workforce Development Board, LWDA 11, Southwest Human Resource Agency

2016 Labor Education Alignment Program (LEAP 2.0)

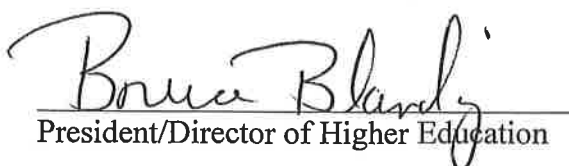
Work Based Learning Cohort Expansion

West Tennessee Workforce Development Board, LWDA 11, Southwest Human Resource Agency

IN PARTNERSHIP WITH

1. Jackson State Community College, Jackson, Tennessee
Lane College, Jackson, Tennessee
2. Jackson Madison County Board of Education, Hardeman County Board of Education, Decatur County Board of Education, McNairy County Board of Education, Weakley County Schools, Carroll County Technical Center, Benton County Board of Education
3. Toyota Bodine, Ceco Door, TBDN, Carlstar Group, Toyota Boshoko America, Quality Metal Stampings, Stanley Black and Decker, LyondellBasel, Metal Technologies
4. West Tennessee Workforce Development Board-Area 12, Tennessee Department of Economic Development-Southwest Tennessee Region, Milan Chamber of Commerce, Brownsville-Haywood County Chamber of Commerce, Henderson County Chamber of Commerce, Jackson Chamber
5. Mr. Jimmy Bell, Project Director
Southwest Human Resource Agency
P.O. Box 264
Henderson, Tennessee 38340
(731) 989-0533
jbell@swhra.org

Funding requested:
\$786,020


President/Director of Higher Education


Project Director

Table of Contents

Item	Page No.
Appendix A-Cover Sheet	i
Table of Contents	ii
Abstract	iii
Section 1. Demonstration of Need	1
Localized data demonstrating need for action	1
Clear linkages between grant activities and local needs	2
Alignment with Tennessee's Drive to 55 goals	2
Section 2. Program Plan	3
Detailed project timeline and overview	3
Clear alignment of workforce data and Drive to 55 goals	4
Measurable objectives for each phase of the project	4
Project governance and accountability plan	5
Role of proposed equipment request	5
Structure of Work-Based Learning (WBL) Program	5
Section 3. Strength of Partnership	7
Detailed description of each mandatory partner's role in implementation of the identified program	7
Capabilities of each mandatory partner in ensuring project success	8
Letters of support and commitment from local and areas employers	9
Letters of support from higher education institution	9
Section 4. Budget Plan	9
Section 5. Sustainability	10
Detailed plan for sustaining program beyond 30 month funding period	10
Detailed plan for maintaining communication and sharing resources among program partners beyond 30 month funding period	10
Appendices	
Data List	11
WBL Expansion Grant Timeline	12
Target Firms for LEAP 2.0 Inclusion	14
Job Description-Work Based Learning Coordinator	15
Letters of Commitment and Support (lead entity, industry, higher education, secondary education, economic development agencies)	16
Grant Budget Form	42

Abstract/Project Summary

The purpose of this proposal is to seek funding for a work based learning expansion program designed to increase the number of individuals in rural West Tennessee who are work ready with an Advanced Maintenance Technician Associates of Applied Sciences Degree in Industrial Technology, a workforce development need identified by area advanced manufacturing companies. The activities in this proposal address a locally identified skills gap, contain an academic credit work based learning component, and work to meet the Tennessee Drive to 55 Goal. The target area for this application are 14 counties in rural West Tennessee (Benton, Carroll, Chester, Crockett, Decatur, Gibson, Hardeman, Hardin, Haywood, Henderson, Henry, Madison, McNairy, and Weakley).

The lead entity for this proposal is West Tennessee Workforce Development Board, LWDA 11. Joined by Jackson State Community College, Lane College, Local Workforce Development Board 12, economic development agencies, Boards of Education from Jackson-Madison County, Big Sandy School (Benton County), Hardeman County, Decatur County, McNairy County, Weakley County, Carroll County Technical Center, and a number of industry partners, this application proposes to expand advanced manufacturing work based learning with academic credit using a three-fold approach. The first approach is to expand the number of companies who participate in the Jackson State Community College work based learning cooperative education program. The second approach is to develop a new work based learning incumbent worker Advanced Maintenance Technician Program, and the third approach is a collaborative with Lane College, a historically black liberal arts college in Jackson, Tennessee, to develop articulation from selected career associates of applied science degrees or certificates to Lane's Bachelors in Business Advanced Manufacturing Management Program. Using concurrent enrollment, Lane students will be able to complete their Bachelors degree in Business at Lane while also earning an Advanced Maintenance Technician Associates of Applied Sciences Degree in Industrial Technology that includes academic credit work based learning component. The table below shows the three program components and enrollment timeline.

Program	Enrollment Date (number of students)	
Work Based Learning Cooperative Program	Fall 2016 (20); Fall 2017 (25); Fall 2018 (25)	Total=70 students
Work Based Learning Incumbent Worker Program	Cohort 1 Jan 2017-May 2018 (15)	
	Cohort 2 Aug 2017-Dec 2018 (15)	Total=30 students
Lane College Work Based Learning Program	Cohort Jan 2018-May 2019 (10)	Total=10 students
TOTAL		110 students

The primary goal of this project is to implement a three fold work based learning expansion program designed to increase the number of individuals in rural West Tennessee who are qualified and work ready with an Advanced Maintenance Technician Associates of Applied Sciences Degree in Industrial Technology, a workforce development need identified by area advanced manufacturing companies. The activities in this proposal address a locally identified skills gap, contain an academic credit work based learning component, and work to meet the Tennessee Drive to 55 Goal. To meet this goal, this project has three (3) objectives.

Objective 1: By the end of the 30 month grant period, a total of 110 students will have successfully enrolled in the overall Work Based Learning Cohort Program.

Objective 2: By the end of the 30 month grant period, 20 advanced manufacturing companies in 14 counties in rural West Tennessee will be active participants in the Advanced Manufacturing Technician Associates of Applied Science in Industrial Technology Work Based Learning Cohort program.

Objective 3: By the end of the 30 month grant period, 70 students will complete the Advanced Maintenance Technician Associates of Applied Science Degree in Industrial Technology.

Section 1. Demonstrated Need The purpose of this proposal is to seek funding for a work based learning expansion program designed to increase the number of individuals in rural West Tennessee who are work ready with an Advanced Maintenance Technician Associates of Applied Sciences Degree in Industrial Technology, a workforce development need identified by area advanced manufacturing companies. The activities in this proposal address a locally identified skills gap, contain an academic credit work based learning component, and work to meet the Tennessee Drive to 55 Goal. The target area for this application are 14 counties in rural West Tennessee (Benton, Carroll, Chester, Crockett, Decatur, Gibson, Hardeman, Hardin, Haywood, Henderson, Henry, Madison, McNairy, and Weakley). The lead entity for this proposal is West Tennessee Workforce Development Board, LWDA 11. Joined by Jackson State Community College, Lane College, Local Workforce Development Board 12, economic development agencies, Boards of Education from Jackson-Madison County, Big Sandy School (Benton County), Hardeman County, Decatur County, McNairy County, Weakley County, Carroll County Technical Center, and a number of industry partners, this application proposes to expand advanced manufacturing work based learning with academic credit using a three-fold approach. The first approach is to expand the number of companies who participate in the Jackson State Community College work based learning cooperative education program. The second approach is to develop a new work based learning incumbent worker Advanced Maintenance Technician Program, and the third approach is a collaborative with Lane College, a historically black liberal arts college in Jackson, Tennessee, to develop articulation from selected career associates of applied science degrees or certificates to Lane's Bachelors in Business Advanced Manufacturing Management Program. Using concurrent enrollment, Lane students will be able to complete their Bachelors degree in Business at Lane while also earning an Advanced Maintenance Technician Associates of Applied Sciences Degree in Industrial Technology that includes academic credit work based learning component.

Localized data demonstrating need for action. The University of Tennessee Center for Business and Economic Research and the Tennessee Higher Education Commission (2011) provide academic program supply and occupational demand projections for 2008-2018. According to *Academic Program Supply and Occupational Demand Projections: 2008-2018*, the Mechanic & Repair Technologies/Technicians is a growing program with a growth of 588. The average demand for managers of mechanics, installers, and repairers with related work experience is 272. The Tennessee Department of Labor and Workforce Development produces short- and long-term occupational projections. The short-term occupational projection for industrial machinery mechanics in

Tennessee (2015-2017) is 410 with a 3 percent annual average change. The short-term occupational projection for maintenance workers, machinery is 140 with a 1 percent annual average change. The long-term occupational projection (2014-2022) for industrial machinery mechanics is 1,070 or a total percent change of 16.7 percent. (www.jobs4tn.gov) The Tennessee Department of Labor and Workforce Development also has information on “HOT Careers to 2022” according to Local Workforce Development Boards (LWDA). Industrial Machine Mechanics are listed as a “HOT Career” for Areas 11 and 12 in rural West Tennessee, for which this application covers. According to the Jobs4tn.gov website the 2013 median salary for Industrial Machine Mechanics is \$57,102 in LWDA 11 AND \$50,780 in LWDA 12.

Clear linkages between grant activities and local needs. In preparation for this application, Jackson State Community College conducted a survey with existing area advanced manufacturing companies. A total of 20 companies were surveyed and responded. Of the total number, 16 indicated they would be hiring individuals for advanced maintenance technicians in the next 12 months. In addition, 11 companies responded that the position of advanced maintenance technician was the most difficult to fill because of a lack of qualified candidates. Finally, the skills needed to be successful in employment were in computers, communication, teamwork, lean, problem solving, safety, and basic math.

The proposed collaboration with Lane College addresses not only a local need but a national one as well. According to information from area advanced manufacturing companies, the lack of African Americans in skilled positions is a major issue. The Achieving the Dream is a national reform network dedicated to community college student success and completion; focused primarily on helping low-income students and students of color complete their education and obtain market-valued credentials. Jackson State Community College is part of the statewide initiative to address the Achieving the Dream mission to help low income students and those of color. The programs described in this proposal are designed to address the statewide, regional, and local need for advanced maintenance technicians through three different work based learning approaches that maximize resources and produce experienced qualified job candidates in a timely fashion.

Alignment with Tennessee’s Drive to 55 goals. This proposed three-pronged work based learning approach to increasing the number of qualified and experienced advanced maintenance technicians for rural West Tennessee advanced manufacturing companies supports, and is aligned, with the Tennessee Drive to 55 Initiative. All components of this proposal result in an Associates Degree, and a Bachelors Degree as well for the Lane College

participants. This proposal also targets traditional students who enter college directly from high school who can utilize the Tennessee Promise Scholarship, and other non traditional adult students who have not been enrolled in any postsecondary institution for at least two years and have earned at least 30 credit hours toward the completion of an Associates Degree who can utilize a community college Tennessee Reconnect grant. Overall this proposal has opportunities for traditional and nontraditional students to earn the academic credential of an associates of applied science degree that includes work based learning for academic credit that will improve the number of Tennesseans who hold a postsecondary degree, knowing full well to reach the Drive to 55 goals it will require both traditional and non-traditional students.

Section 2. Program Plan.

Detailed project timeline and overview. The proposed threefold program designed to increase the number of qualified and experienced advanced maintenance technicians with an associate degree in industrial technology involves a collaboration between secondary, higher education, local industry, workforce, economic and community development entities. During Year One of the project the following activities will be implemented. By the second month of the project marketing materials targeting high schools and industry will be prepared and ordered. Jackson State Community College will be responsible for the employment of the Work Based Learning Coordinator, which will be filled by month six. The collaborative partners will begin meeting with targeting high schools and industries for inclusion in any, or all three program components, beginning month two of the project with attendance at Manufacturing Day or Week events at local schools. Staff will participate in the State CTE/Guidance Counselor Conference during month 11. The Steering Committee will hold its first meeting during month three of the project and these will continue six times each year of the grant. Student selection for the co-op and incumbent worker components will begin during month four (including required entrance examinations) and be completed during month five. The Advanced Manufacturing Program curriculum will be finalized, adjunct instructors employed, and instructor training on curriculum will occur during months one through five. The table below shows the three program components and enrollment timeline.

Program	Enrollment Date (number of students)
Work Based Learning Cooperative Program	Fall 2016 (20); Fall 2017 (25); Fall 2018 (25) Total=70 students
Work Based Learning Incumbent Worker Program	Cohort 1 Jan 2017-May 2018 (15)
	Cohort 2 Aug 2017-Dec 2018 (15) Total=30 students
Lane College Work Based Learning Program	Cohort Jan 2018-May 2019 (10) Total=10 students
TOTAL	110 students

Grant reports will be submitted quarterly throughout the 30 month period. The final report will be submitted month 30 of the grant period. A full project timeline is provided in the appendices.

Clear alignment of workforce data and Drive to 55 goals. This proposed three-pronged work based learning approach to increasing the number of qualified and experienced advanced maintenance technicians for rural West Tennessee advanced manufacturing companies supports and is aligned with the Tennessee Drive to 55 Initiative. All components of this proposal result in an Associates Degree and a Bachelors Degree as well for the Lane College participants. This proposal also targets traditional students who enter college directly from high school who can utilize the Tennessee Promise Scholarship, and other non traditional adult students who have not been enrolled in any postsecondary institution for at least two years and have earned at least 30 credit hours toward the completion of an Associates Degree who can utilize a community college Tennessee Reconnect grant..

Measurable objectives for each phase of the project. The primary goal of this project is to implement a three fold work based learning expansion program designed to increase the number of individuals in rural West Tennessee who are qualified and work ready with an Advanced Maintenance Technician Associates of Applied Sciences Degree in Industrial Technology, a workforce development need identified by area advanced manufacturing companies. The activities in this proposal address a locally identified skills gap, contain an academic credit work based learning component, and work to meet the Tennessee Drive to 55 Goal. To meet this goal, this project has three (3) objectives.

Objective 1: By the end of the 30 month grant period, a total of 110 students will have successfully enrolled in the overall Work Based Learning Cohort Program.

Objective 2: By the end of the 30 month grant period, 20 advanced manufacturing companies in 14 counties in rural West Tennessee will be active participants in the Advanced Manufacturing Technician Associates of Applied Science in Industrial Technology Work Based Learning Cohort program.

Objective 3: By the end of the 30 month grant period, 70 students will complete the Advanced Maintenance Technician Associates of Applied Science Degree in Industrial Technology.

Project governance and accountability plan. The lead entity for this proposal is West Tennessee Workforce Development Board, LWDA 11, Southwest Human Resource Agency. The Workforce Development Board, LWDA 11 will be responsible for ensuring activities are accomplished according to timeline, and data are collected to measure success of the project and objectives. The project director will be Mr. Jimmy Bell, Director of the West Tennessee Workforce Development Board, 11. The proposed project has two (2) co-project directors from Jackson State Community College. Ms. Terri Messer, Dean of Business & Industry and Mr. Jack Laser, Director of Workforce Development will serve as co-project directors. Jackson State Community College will employ a full time Work Based Learning Coordinator to manage the daily operations of the project. A job description for the Work Based Learning Coordinator is found in the appendices. To facilitate communication and continued collaboration among partners, a Steering Committee composed of the project director, co-project directors, coordinator, and representatives from Lane College, Tennessee Department of Economic and Community Development, local Chambers of Commerce, participating Boards of Education and Advanced Manufacturing companies will be formed. The Steering Committee will meet four times a year to review and address industry needs, LEAP objectives, timeline, and general budget expenditures. The Steering Committee will be utilized to identify opportunities for improvement, changes, additional expansions, or modifications in training, academic offerings, work based learning scheduling, marketing to new area industries, and potential students.

Role of proposed equipment request. This proposed project does not include any requests for equipment purchases.

Structure of Work-Based Learning (WBL) Program. This proposed Work Based Learning Cohort Expansion has three components. The first component is to expand the number of companies who participate in the Jackson State Community College work based learning cooperative education program. In the current program 90 percent of the participating employers are located in Madison County, yet 90 percent of the students reside outside Madison County. This proposal included activities designed to increase the number of participating companies located outside

Madison County so students can remain close to home for the work-based learning component. Students will continue to take their academic classes at the main Jackson State campus in Jackson. The work based learning cooperative education program targets recent high school graduates from West Tennessee. Students are selected based on academic success (grades and class rank), scholastic capabilities (evidence of College Readiness by ACT, SAT, Compass, or SAILS), effective communication skills (written essay and interview), and commitment to team work and problem solving. Students in the program attend academic classes two full days a week, maintain a "C" grade or higher in all classes, and participate in work based learning for academic credit at a local company three eight hour days a week for wages of \$12 per hour with potentially increasing to \$14 per hour. This program results in an Associate of Applied Science degree in Industrial Technology. Academic classes are offered in electricity, fluid power, mechanics, PLCs, and robotics.

The **second component** is to develop a new work based learning incumbent worker Advanced Maintenance Technician Program. The applicant has commitments from 9 companies to participate in this new program. Potential incumbent workers for the program will be selected by participating companies through a combination of expressed personal interest and employer identification. To assist companies in identifying which current employees are the best fit for the highly skilled position of advanced maintenance technician and which workers are the top candidates for specific job training, the ACT job profiling process will be available to them. Also companies may utilize the National Career Readiness Certificate three WorkKeys® assessments of applied mathematics, locating information and reading for information as a screening tool for identifying employees who can be successful in the program. The Local Workforce Development Board 11 and 12 will be responsible for conducting these screening tools for interested industries. For incumbent workers to be enrolled in the program, they will need to meet established Tennessee Board of Regents entrance requirements of academic success, scholastic capabilities, effective communication skills, and commitment to work in the industrial maintenance area. Incumbent workers in this program will participate in paid work based learning for academic credit from a minimum of 16 hours a week to a maximum of 40 hours per week in the industrial maintenance area of the company. Academic classes will be held during the day, at night, and on weekends depending on the students work schedules. Students will be required to maintain a "C" grade or higher in all classes. Wages paid to incumbent workers while in the program will be determined by each participating company based on their internal policies. This accelerated program that results in an Associate of Applied Science Degree in Industrial Technology is designed to be completed in 16 months.

The third component is approach is a collaborative with Lane College, a historically black liberal arts college in Jackson, Tennessee, to develop articulation from selected career associates of applied science degrees or certificates to Lane's Bachelors in Business. Using concurrent enrollment, Lane students (sophomores and juniors) will be able to complete their Bachelors degree in Business at Lane while also earning an Advanced Maintenance Technician Associates of Applied Sciences Degree in Industrial Technology that includes academic credit work based learning component. The work based learning component will be a technical rotation through advanced manufacturing areas of fabrication, assembly, quality, engineering, accounting, production control, information technology, facilities management, marketing and sales. Students will be paid \$12 to \$15 per hour for one full day of work each week while in the program. Students will take their classes at Jackson State through a combination of one night a week, online, and laboratory work on selected Saturdays.

Section 3. Strength of Partnership.

Detailed description of each mandatory partner's role in implementation of the identified program. This application has a wide range of partners. The lead entity for this application is Local Workforce Development Board (LWDA 11), Southwest Human Resource Agency. The applicant will be responsible for the overall financial and operational management of the project. Mr. Jimmy Bell, Director of the Local Workforce Development Board 11 will serve as the Project Director. His role will be to ensure the project timeline is maintained, performance data are collected, all activities occur, and collaborative partners work together to toward project outcomes. Jackson State Community College is the collaborative partner representing a Tennessee public institution of higher education. Jackson State Community College will employ the Work Based Learning Coordinator who will be responsible for the daily activities of the project. Jackson State Community College will also organize and implement academic classes and credit earning work based learning that will lead to the Advanced Maintenance Technician Associates of Applied Science Degree in Industrial Technology. Ms. Terri Messer, Dean of Business and Industry and Mr. Jack Laser, Director of Workforce Development at Jackson State Community College will serve as co-project director. Lane College, a liberal arts historically black college in Jackson, Tennessee, will also participate in this application. Sophomores and juniors at Lane College who are enrolled in the Advanced Manufacturing Management program will be able to complete their Bachelors degree Business at Lane while also earning an Advanced Maintenance Technician Associates of Applied Sciences Degree in Industrial Technology that includes academic credit work based learning component. Dr. Michele Stewart, Vice President of Academic Affairs at Lane College, will be

responsible for the identification of Lane students for the program and ensuring the appropriate articulation classes are completed. Advanced manufacturing companies who have a demonstrated shortage of advanced maintenance technicians and will possibly employ the credentialed graduates from this program are General Cable, Toyota Bodine, Delta Faucet Company, Toyota Boshoko America, Gerdau, Metal Technologies, Lyondellbasell, US Farathane, Pictsweet, Pinnacle Foods, Inc., Carlisle The Carlstar Group, Novalex/Duro Bag Mfg., Stanley Black & Decker, Armstrong Hardwood Flooring, and TBDN Tennessee Company. Most of these companies have committed to participate in the incumbent worker and the Lane College articulation program components and seventy (70) other manufacturing firms in the 14 county Jackson State Community College service area have been identified and plan to be contacted for their interest in the programs as a part of the grant initiative. All full list of the 70 manufacturing firms is found in the appendices. Ceco Door Assa Abloy, Quality Metal Stamping, and Pacifica Manufacturing Tennessee will be added to the co-op program component.

The Local Workforce Development Board 11 and 12 will be responsible for conducting the ACT job profiling process and the National Career Readiness Certificate three WorkKeys® assessments of applied mathematics, locating information and reading for information to assist companies in identifying which current employees are the best fit for the highly skilled position of advanced maintenance technician and which workers are the top candidates for specific job training. Representing Career and Technical Education in K-12 schools in the area are from Jackson-Madison County, Benton County, Hardeman County, Decatur County, McNairy County, Weakley County, and Carroll County Technical Center. Collectively, these school systems include 21 high schools. They will assist in connecting the program to high school students interested in the co-op program through working with individual students, guidance counselors, group presentations at local Manufacturing Days and 8th Grade Parent Meetings. The partners have identified 25 high schools in the service area to focus on the recruitment of students. Other committed partners to the project are Tennessee Department of Economic Development-Southwest Region, Milan Chamber of Commerce, Brownsville-Haywood Chamber of Commerce, Henderson County Chamber of Commerce, and Jackson Chamber. Their role will be to assist the program to recruit additional advanced manufacturing companies that have at least 60 employees to the program. There are at least 70 such companies in the service area.

Capabilities of each mandatory partner in ensuring project success. Individually and collectively the partners collaborating on this application have strengths, and are each capable of working to ensure the project's success. The local workforce development boards, academic institutions of secondary and higher education, local industries, and

local economic development agencies have formed a partnership to meet the educational and experience needs of local companies. The Local Workforce Board 11 (lead entity) and 12 (collaborative partner) have many years experience working with education and industry. The Boards assist job seekers, dislocated workers, youth, foster care participants, incumbent workers, new entrants to the workforce, persons with disabilities and employers. These activities promote an increase in employment, job retention, earnings, and occupational skill attainment by participants. The local advanced manufacturing companies involved in this project have called rural West Tennessee their home for many years, and have depended on schools of higher education in the area to fill their labor market needs. Jackson State Community College has served 14 counties in rural West Tennessee since 1967. The College is a workforce leader for business, industry, and healthcare offering associates degrees, technical, safety training, leadership, teamwork, other soft skills, and certification preparation. Founded in 1882, Lane College is one of the Nation's oldest Historically Black Colleges, and is the first four year institution founded by the Christian Methodist Episcopal Church. The career and technical education departments at local high schools provide the link to high school students interested in manufacturing related careers. The local economic development agencies all have expert knowledge of their local companies and their needs. These local entities will be valuable for the project to recruit new advanced manufacturing industries for the program to increase the number of qualified and experienced advanced manufacturing technicians.

Letters of support and commitment from local and area employers. Letter of support and commitment are attached with this application from the following: Toyota Bodine, Ceco Door, TBDN, Carlstar Group, Stanley Black and Decker, Toyota Boshoko America, Quality Metal Stampings, LyndollBasell, and Metal Technologies.

Letters(s) of support from higher education institution. A letter from Jackson State Community College and Lane College indicating their interest and capacity to accomplish the activities described in this proposal is attached with this proposal.

Section 4. Budget Plan. The amount of \$786,020 is requested for this proposed Work Based Learning Cohort Program. An amount of \$283,741 is requested for salaries, benefits, and taxes. This amount includes the salary and benefits for Jackson State Community College full time STEM faculty, partial industrial technology faculty and work based learning coordinator. Professional fees in the amount of \$444,100 is requested for industry work based learning reimbursements, Local Workforce Development Board 11, 12, and Lane College pass through funds for partial staff salary/benefits, job profiles, profile license for two years, National Career Readiness Certificate

assessments, travel and minor general office expenses. Supplies telephone, postage, and printing are estimated to be \$19,000 for the Jackson State Community College industrial technology lab and general office supplies for work based learning coordinator. Travel, conferences, and meetings for the work based learning coordinator and the Jackson State Community College industrial technology faculty member is \$12,000. Jackson State Community College requests 8 percent or \$27,179 for indirect costs.

Section 5. Sustainability.

Detailed plan for sustaining program beyond 30 month funding period. The Work Based Cohort Expansion Program will sustain beyond the 30 month grant period by working with high school, students to maximize their funding opportunities through the HOPE Scholarship, and Promise program. For the nontraditional incumbent workers, the program will work to maximize their funding through the Reconnect program, tuition reimbursement programs of individual companies, and working with Local Workforce Development Boards 11 and 12 on the available Incumbent Worker Grant opportunities. Jackson State Community College will work with Lane College on funding for their students and will also use their institutional scholarship funds to help sustain the program.

Detailed plan for maintaining communication and sharing resources among program partners beyond the 30 month funding period. Once grant funding ends, the Steering Committee for this project will merge in with the established Advanced Maintenance Technician Consortium Committee supported by Jackson State Community College. The Consortium Committee has established subcommittees and communication among partners will continue on a regular basis through the established Consortium structure.

Data List

Achieving the Dream, Inc. National Initiative (2016). www.achievingthedream.org.

Jackson State Community College (2016). Survey of Existing Advanced Manufacturing Companies.

Tennessee Department of Labor and Workforce Development (2016). www.jobs4tn.gov.

Tennessee Department of Labor and Workforce Development (2016) HOT Careers to 2022. LWIA 11 and LWIA 12.

University of Tennessee Center for Business and Economic Research and Tennessee Higher Education Commission (2011) Academic Program Supply and Occupational Demand Projections: 2008-2018.

WBL Expansion Grant Timeline

LEAP 2.0 Submission - Jackson State Community College

GRANT YEAR 1:

#	Action Item	# Months: 16-Jul	0 16-Aug	0 16-Sep	1 16-Oct	2 16-Nov	3 16-Dec	4 17-Jan	5 17-Feb	6 17-Mar	7 17-Apr	8 17-May	9 17-Jun	10 17-Jul
1	JSCC "WBL Expansion Grant" proposal submitted	X												
2	THEC grant award expected		X											
3	Marketing materials prepared, vetted and ordered			X										
4	Post & advertise for WBL Coordinator position			X										
5	WBL Coordinator position filled						X							
6	WBL Expansion Grant Advisory Meetings				X				X				X	
7	Targeted high school visits arranged and completed via JSCC reps				X	X	X							
8	Targeted industry participant visits arranged and made via LWIA and JSCC reps				X									
9	Industry partners student/employee selection process begins - NCRC and/or job profiling may be used					X								
10	WBL Coordinator begins							X						
11	Industry partners student/employee selection process concludes - firms notify JSCC of number of participants/firm						X							
12	Quarterly Grant Report Due						X				X			X
13	Incumbent student/employees apply to JSCC and take required entrance exams, etc.						X							
14	Manufacturing Day/Week Events planning and execution		X	X	X									
15	AMT Incumbent Worker curriculum specifics completed		X											
16	AMT Incumbent Worker adjunct instructors secured			X	X	X								
17	Adjunct instructor common curriculum training sessions						X							
18	AMT Incumbent Worker Cohort 1 Begins							X						
19	Participation in State CTE/Guidance Counselor Conference												X	
20	AMT Incumbent Worker Cohort 2 Begins													X
21	Finalize Lane College Collaboration											X		

GRANT YEAR 2:

		11	12	13	14	15	16	17	18	19	20	21	22
	Action Item	17-Aug	17-Sep	17-Oct	17-Nov	17-Dec	18-Jan	18-Feb	18-Mar	18-Apr	18-May	18-Jun	18-Jul
22	AMT Lane College Collaborative Cohorts Begin	X					X						
23	WBL Expansion Grant advisory meetings		X				X						X
24	Additional targeted high school visits arranged and completed		X	X									
25	Additional targeted industry participant visits arranged and made		X	X									
26	Manufacturing Day/Week Event Planning/Execution		X	X									
27	AMT Incumbent Worker Cohort 3 begins	X	X	X			X						
28	Participation in State CTE/Guidance Counselor Conference											X	

GRANT YEAR 3:

		23	24	25	26	27	28	29	30
	Action Item	18-Aug	18-Sep	18-Oct	18-Nov	18-Dec	19-Jan	19 Feb	19 Mar
29	AMT Lane College Collaborative Cohort 3 Begins	X							
30	AMT Incumbent Worker Cohort 4 begins	X							
31	Grant Quarterly Report Due		X				X		
32	Grant Final Year End Reports Due								X

Revised July 15, 2016

Timeline

Target Firms for LEAP 2.0 Inclusion
WBL Expansion Grant - Parts A, B and/or C

#	Firm	County
1	Anvil International	Chester
2	Arving Sango	Chester
3	Neo Products	Chester
4	Henderson Stamping	Chester
5	Kolpak/Manitowoc Co.	Decatur
6	EP Minerals	Hardeman
7	Thyssen-Krupp	Hardeman
8	Kilgore Mfg	Hardeman
9	Packagin Corp of America	Hardin
10	American Creative Solutions	Hardin
11	American Food Service	Hardin
12	Clayton Homes	Hardin
13	Praxis Industries	Hardin
14	Savannah Food Co.	Hardin
15	Wise Com, Inc.	Hardin
16	Tri-Matic Springs	Hardin
17	Precision Coils	Haywood
18	Dynametal Tech	Haywood
19	Lasco Fittings	Haywood
20	Teknor Apex/Haywood Co	Haywood
21	Autozone Distribution	Henderson
22	Columbus McKinnon	Henderson
23	Fluid Routing Solution	Henderson
24	Dwayne's Quality Metal	Henderson
25	Jonson Controls	Henderson
26	NCI Building Systems	Henderson
27	Leroy Somer	Henderson
28	Volvo-Penta	Henderson
29	Young Touchstone	Henderson
30	Finishing Brands	Madison
31	Owens-Corning	Madison
32	MAT Industries	Madison
33	Packagin Corp of America	Madison
34	Printpack	Madison
35	Perseus Distribution	Madison
36	Sonoco Products	Madison
37	Tennalum	Madison
38	UGN, Inc	Madison
39	Young Touchstone	Madison
40	Connector Casting	McNairy
41	Monogram Refrigeration	McNairy
42	General Electric	McNairy

#	Firm	County
43	United Stainless Inc.	McNairy
44	Phillips 66	McNairy
45	Carhartt, Inc	Benton
46	Jones Plastic & Eng.	Benton
47	Palmer Tool, Inc.	Benton
48	ABB, Inc.	Crockett
49	Dura Automotive	Gibson
50	Knogsberg Auto	Gibson
51	Parragon, Inc.	Gibson
52	American Woodmark	Gibson
53	Bakeware	Gibson
54	Conagra Foods	Gibson
55	Dana Corp	Gibson
56	Delta Contracting	Gibson
57	Jones, Compnies	Gibson
58	Jones Fiber Products	Gibson
59	Pratt Industrires	Gibson
60	Reinhausent Mfg.	Gibson
61	Maclean Power Systems	Gibson
62	Dana Corp	Henry
63	PML, inc.	Henry
64	Stock Yard Meat Packing	Henry
65	Techmseh Products	Henry
66	Nobel Autom	Henry
67	Setco Auto	Henry
68	TN Valley Ham Co	Henry
69	North American Container Corp	Weakley
70	MTD Products	Weakley

Work Based Learning Coordinator

Title: Work Based Learning Coordinator

Primary Responsibility: Responsible for LEAP 2.0, Work Based Learning Expansion grant implementation, compliance and grant reporting.

Scope of Responsibility:

Under the direction of Jackson State Community College Business & Industry division and the grant advisory board the WBL Coordinator is responsible for coordinating, monitoring, and reporting all grant activities. The WBL coordinator is responsible for project planning, aiding with recruitment of additional high school support and industry consortium partners, quality assessment and improvement activities, and budgetary issues related to grant activities.

The budget for this grant is estimated to be approximately \$780,000.

Job Responsibilities:

- Develop working relationships with all grant partners – K-12, Industry, Community and higher education
- Submit timely progress and financial reports
- Monitor and report on each grant participant following THEC guidelines
- Assist in the promotion of manufacturing as a viable career sector via numerous visits to targeted K-12 school systems in the JSCC service area as well as other college sanctioned events
- Assist in securing additional work based learning industry partners by presenting and promoting the JSCC industrial technology AMT co-op cohort programs
- Investigate and encourage industry partnerships in other manufacturing related work based learning career fields
- Prioritize objectives and goals of the grant
- Monitor all expenditures to confirm grant compliance
- Monitor timeliness to keep overall grant projects on task
- Provide direction and assistance to all grant participants
- Identify and manage risks

Qualifications:

Bachelors' degree, 3-5 years' experience in manufacturing, project management experience, financial management skills, good communication skills (both verbal and written), effective problem solver, business management skills, computer and technical skills, and able to function in a team environment.

Compensation:

This is a full time, grant funded position for two years (Jan 2017 – Jan 2019)

Salary and Benefits: \$60,000 per year



**West Tennessee Workforce
Development Board**
www.westtennesseecareers.org

P. O. Box 264
1527 White Avenue
Henderson, TN 38340
Phone: 731-989-0533
Fax: 731-983-3149

Craig S. Butler
Board Chair

July 18, 2016

Jimmy Bell
Director

Mr. Curt Johnston
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human
Resource Agency-Work Based Learning Cohort Expansion

Dear Mr. Johnston:

I am writing to commit the West Tennessee Workforce Development Board, LWDA 11, Southwest Human Resource Agency to serve as the lead entity for this LEAP 2.0 Work Based Learning Cohort Expansion Application. The Local Workforce Development Board 11 has many years experience working with education and industry. The Development Board 11 will also assist with recruitment of local industry for the new work based learning incumbent worker Advanced Maintenance Technician Program.

To assist companies in identifying which current employees are the best fit for the highly skilled position of advanced maintenance technician and which workers are the top candidates for specific job training, the ACT job profiling process will be available to them. Also companies may utilize the National Career Readiness Certificate three WorkKeys® assessments of applied mathematics, locating information and reading for information as a screening tool for identifying employees who can be successful in the program. The Local Workforce Development Board 11 will be responsible for conducting these screening tools for interested industries.

We look forward to our collaboration with education and industry in the LEAP 2.0 project. We urge your consideration of our proposal.

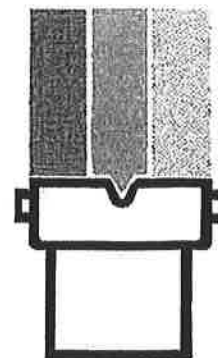
Sincerely,

Jimmy Bell, Director



A UNITED WAY AGENCY OF WEST TENNESSEE INC. AGENCY

BODINE ALUMINUM
TENNESSEE
 CRAFTSMEN IN CAST ALUMINUM



Date

Dr. Russ Deaton
 LEAP RFP
 Tennessee Higher Education Commission
 404 James Robertson Parkway, Suite 1900
 Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
 Application submitted by: Local Work Development Board 11, Southwest Human
 Resource Agency-Work Base Learning Cohort Expansion

Dear Dr. Deaton,

I am writing to commit Toyota Bodine Aluminum to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. For 10 years, our company has produced die cast aluminum engine block f in our current location.

As a part of this collaborative application, Toyota Bodine Aluminum will participate in the work based learning incumbent worker advanced maintenance technician program that will lead to a Associates of Applied Science Degree in Industrial Technology from Jackson State Community College. We ensure that our employees who participate in this program will have time to complete the academic classes and will have meaningful work based learning experiences in the advanced maintenance area of the plant. We will also provide work based learning opportunities for Lane College students who are enrolled in the articulation program with Jackson State Community College whereby they concurrently earn a Bachelors in Business and an Advanced Manufacturing Associates of Applied Science Degree in Industrial Technology.

We hope you strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at 731-265-5610.

Sincerely,

Jason Bates
 Administration Manager
 Toyota Bodine Aluminum
 301 James Lawrence Road
 Jackson, TN 38301



Ceco Door
9159 Telecom Drive
Milan, TN 38358
Phone: 731-686-8345
Fax: 731-686-4445

July 5, 2016

Dr. Russ Deaton
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human
Resource Agency-Work Base Learning Cohort Expansion

Dear Dr. Deaton,

I am writing for our intent to commit Ceco Door to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. For 42 years, our company has produced commercial steel doors and frames at our current location.

As a part of this collaborative application, Ceco Door will participate in the work-based learning incumbent worker advanced maintenance technician program that will lead to an Associated of Applied Science Degree in Industrial Technology from Jackson State Community College. We ensure that our employees who participate in this program will have time to complete the academic classes and will have meaningful work-based learning experiences in the advanced maintenance area of the plant. We will also provide work-based learning opportunities for Lane College students who are enrolled in the articulation program with Jackson State Community College whereby they concurrently earn a Bachelors in Business and an Advanced Manufacturing Associates of Applied Science Degree in Industrial Technology.

We hope you strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at 731.686.4203.

Sincerely,

A handwritten signature in cursive script that reads 'Kristy Mercer'.

Kristy Mercer
Manager, Human Resources

ASSA ABLOY, the global leader
in door opening solutions.



Date 6/24/16

Dr. Russ Deaton
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human
Resource Agency-Work Base Learning Cohort Expansion

Dear Dr. Deaton,

I am writing to commit TBDN Tennessee Company to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. For 27 years, our company has produced Air Induction Systems in or current location.

As a part of this collaborative application, TBDN Tennessee Company will participate in the work based learning incumbent worker advanced maintenance technician program that will lead to a Associate of Applied Science Degree in Industrial Technology from Jackson State Community College. We ensure that our employees who participate in this program will have time to complete the academic classes and will have meaningful work based learning experiences in the advanced maintenance area of the plant. We will also provide work based learning opportunities for Lane College students who are enrolled in the articulation program with Jackson State Community College whereby they concurrently earn a Bachelors in Business and an Advanced Manufacturing Associates of Applied Science Degree in Industrial Technology.

We hope you strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at 731-421-4933.

Sincerely,
Reginald Davis 
Kaizen/TPS Manager



The Carlstar Group

June 22, 2016

Dr. Russ Deaton
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human
Resource Agency-Work Base Learning Cohort Expansion

Dear Dr. Deaton,

I am writing to commit The Carlstar Group, LLC to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. For 6 years, our company has produced non-automotive tires in or current location.

As a part of this collaborative application, The Carlstar Group, LLC will participate in the work based learning incumbent worker advanced maintenance technician program that will lead to an Associate of Applied Science Degree in Industrial Technology from Jackson State Community College. We ensure that our employees who participate in this program will have time to complete the academic classes and will have meaningful work based learning experiences in the advanced maintenance area of the plant. We will also provide work based learning opportunities for Lane College students who are enrolled in the articulation program with Jackson State Community College whereby they concurrently earn a Bachelors in Business and an Advanced Manufacturing Associates of Applied Science Degree in Industrial Technology.

We hope you strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at 731-988-7702.

Sincerely,

Jeffrey Gaston, MBA, PHR, SHRM-CP
Human Resource Manager



StanleyBlack&Decker

Ellen Hudson, PHR
Manager, Human Resources

4825 Hwy 45 N, Jackson, TN 38305
T (731) 660 9302 F (731) 660 9535

June 24, 2016

Dr. Russ Deaton
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human Resource Agency-
Work Base Learning Cohort Expansion

Dear Dr. Deaton,

I am writing to commit **Stanley Black and Decker** to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. For over 50 years, our company has produced precision machining of steel and aluminum component parts for power tools (gears, shafts, housings, etc.) and assembly of 4 and 6 gallon hand carry air compressors in our Jackson TN plant.

As a part of this collaborative application, **Stanley Black and Decker** will participate in the work based learning incumbent worker advanced maintenance technician program that will lead to an Associated of Applied Science Degree in Industrial Technology from Jackson State Community College. We ensure that our employees who participate in this program will have time to complete the academic classes and will have meaningful work based learning experiences in the advanced maintenance area of the plant. We will also provide work based learning opportunities for Lane College students who are enrolled in the articulation program with Jackson State Community College whereby they concurrently earn a Bachelors in Business and an Advanced Manufacturing Associates of Applied Science Degree in Industrial Technology.

We hope you strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at 731-660-9302 or my email address is: ellen.hudson@sbdinc.com

Sincerely,



Ellen Hudson, PHR
HR Manager
Stanley Black and Decker, Inc.



Date July 11, 2016

Dr. Russ Deaton
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human
Resource Agency-Work Base Learning Cohort Expansion

Dear Dr. Deaton,

I am writing to commit Toyota Boshoku Tennessee to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency.

As a part of this collaborative application, Toyota Boshoku Tennessee will participate in the work based learning incumbent worker advanced maintenance technician program that will lead to a Associated of Applied Science Degree in Industrial Technology from Jackson State Community College. We ensure that our employees who participate in this program will have time to complete the academic classes and will have meaningful work based learning experiences in the advanced maintenance area of the plant. We will also provide work based learning opportunities for Lane College students who are enrolled in the articulation program with Jackson State Community College whereby they concurrently earn a Bachelors in Business and an Advanced Manufacturing Associates of Applied Science Degree in Industrial Technology.

We hope you strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at 731-927-8105.

Sincerely,

A handwritten signature in black ink that reads 'Candy Ward'. The signature is fluid and cursive, with the first name 'Candy' being more prominent.

Candy Ward
Manager, Human Resources



Quality Metal Stamping, LLC

845 East Main Street
Henderson, TN 38340

(731) 989-2262
Fax (731) 989-9376
www.QMStamping.com

06/23/16

Dr. Russ Deaton
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human
Resource Agency-Work Base Learning Cohort Expansion

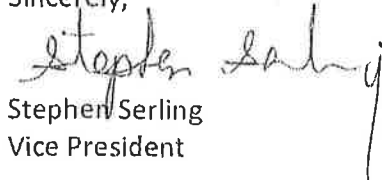
Dear Dr. Deaton,

Please use this letter as a confirmation that Quality Metal Stamping would like to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. For 40 years, QMS has been manufacturing custom metal stampings and assemblies out of our Henderson, TN production facility.

As a part of this collaborative application, Quality Metal Stamping is committed to participate in the work based learning incumbent worker advanced maintenance technician program that will lead to an Associate of Applied Science Degree in Industrial Technology from Jackson State Community College. We ensure that our employees who participate in this program will have time to complete the academic classes and will have meaningful work based learning experiences in the advanced maintenance area of the plant. We feel this will be extremely beneficial to our effort in continued education and workforce development for QMS employees.

We hope you strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to email me at stephens@qmstamping.com

Sincerely,


Stephen Serling
Vice President

24 June, 2016

Dr. Russ Deaton
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human
Resource Agency-Work Base Learning Cohort Expansion

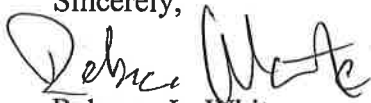
Dear Dr. Deaton,

I am writing to commit LyondellBasell's Jackson, Tennessee plant to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. For 28 years, our company has produced thermoplastic polyolefins in our current location.

As a part of this collaborative application, LyondellBasell's Jackson, Tennessee plant will consider participation in the work based learning incumbent worker advanced maintenance technician program that will lead to a Associate of Applied Science Degree in Industrial Technology from Jackson State Community College. We ensure that any of our employees who participate in this program will have time to complete the academic classes and will have meaningful work based learning experiences in the advanced maintenance area of the plant. In addition, we will commit to providing work based learning opportunities for Lane College students who are enrolled in the articulation program with Jackson State Community College whereby they concurrently earn a Bachelors in Business and an Advanced Manufacturing Associates of Applied Science Degree in Industrial Technology.

We hope you strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at 731-984-6710.

Sincerely,



Rebecca L. White
Plant Manager
LyondellBasell
Jackson, Tennessee

Metal Technologies

Jackson Die Casting

6/20/2016

Dr. Russ Deaton
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human
Resource Agency-Work Base Learning Cohort Expansion

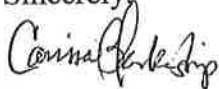
Dear Dr. Deaton,

I am writing to commit Metal Technologies to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. For 27 years, our company has produced aluminum die cast parts in our current location.

As a part of this collaborative application, Metal Technologies will participate in the work based learning incumbent worker advanced maintenance technician program that will lead to an Associate of Applied Science Degree in Industrial Technology from Jackson State Community College. We ensure that our employees who participate in this program will have time to complete the academic classes and will have meaningful work based learning experiences in the advanced maintenance area of the plant. We will also provide work based learning opportunities for Lane College students who are enrolled in the articulation program with Jackson State Community College whereby they concurrently earn a Bachelors in Business and an Advanced Manufacturing Associates of Applied Science Degree in Industrial Technology.

We hope you strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at 731-427-9676 x 112.

Sincerely,



Carissa Blankenship
Human Resources Assistant



Jackson State
Community College

2046 N. Parkway
Jackson, TN 38301
www.jscc.edu

June 14, 2016

Dr. Russ Deaton
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human
Resource Agency-Work Base Learning Cohort Expansion

Dear Dr. Deaton:

I am writing to commit Jackson State Community College to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. Jackson State Community College has been serving West Tennessee since 1968.

As a part of this collaborative application, Jackson State Community College commits to working with our industry, economic development, secondary and higher education partners on the following:

- Expanding the companies that participate in the work based learning cooperative education cohort Advanced Maintenance Technician Associates of Applied Science in Industrial Technology. Jackson State will work with our secondary education partners to identify and increase the number of students in the program. Jackson State will also work with our economic development partners to increase the number of companies participating in the work based learning on site manufacturing experience.
- Developing and implementing a work based learning incumbent worker advanced maintenance technician program. Students will take their classes at Jackson State and complete the work based learning at their current employer.
- Developing and implementing an articulation program where, using concurrent enrollment, Lane College students (sophomores and juniors) will be able to complete their Bachelors degree in Business at Lane while also earning an Advanced Maintenance Technician Associates of Applied Sciences Degree in Industrial Technology that includes academic credit work based learning component. The work based learning component will be a technical rotation through advanced manufacturing areas of fabrication, assembly, quality, engineering, accounting, production control, information technology,

Office of the President

731.425.2602 • Fax 731.425.2642

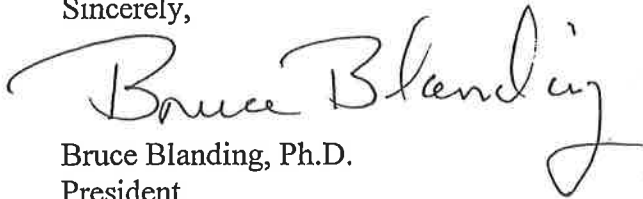
Jackson State Community College is a Tennessee Board of Regents Institution.

facilities management, marketing and sales. Students will be paid \$12 to \$15 per hour for one full day of work each week while in the program.

In addition to these program advances, Jackson State Community College will provide two co-project directors for this collaboration: Ms. Terri Messer, Dean of Business & Industry and Mr. Jack Laser, Director of Workforce Development. The College will also employ a full time Work Based Learning Coordinator to be responsible for the daily activities of the entire project. The College will work with the project partners on developing marketing and other promotional materials for three program components.

We ask you strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at 731-425-2602 or bblanding@jscc.edu.

Sincerely,

A handwritten signature in cursive script that reads "Bruce Blanding". The signature is written in dark ink and is positioned to the right of the typed name and title.

Bruce Blanding, Ph.D.
President



LANE COLLEGE
Office of the President

June 29, 2016

Mr. Curt Johnston
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human
Resource Agency-Work Base Learning Cohort Expansion

Dear Mr. Johnston:

I am writing to commit Lane College to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. Lane College is a historically black liberal arts college in Jackson, Tennessee.

As a part of this collaborative application, Lane College commits to collaborating with Jackson State Community College and local industry to develop an articulation from selected career associates of applied science degrees or certificates to Lane's Bachelors in Business. Using concurrent enrollment, Lane students (sophomores and juniors) will be able to complete their Bachelors degree in Business at Lane while also earning an Advanced Maintenance Technician Associates of Applied Sciences Degree in Industrial Technology that includes academic credit work based learning component.

The work based learning component will be a technical rotation through advanced manufacturing areas of fabrication, assembly, quality, engineering, accounting, production control, information technology, facilities management, marketing and sales. Students will be paid \$12 to \$15 per hour for one full day of work each week while in the program. Students will take their classes at Jackson State through a combination of one night a week, online, and laboratory work on selected Saturdays.

We strongly support this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. We feel that this proposed project will benefit not only Lane College students but the larger rural West Tennessee area. If you have any questions, feel free to contact me at 731.426.7595.

Sincerely,


Logan Hampton
President



545 Lane Avenue • Jackson, TN 38301-4598
731-426-7500/Fax 731-427-3987

Date: July 14, 2016

Mr. Curt Johnston
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human
Resource Agency-Work Base Learning Cohort Expansion

Dear Mr. Johnston:

I am writing to commit Big Sandy School to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. Specifically, our school will assist the applicant and the Work Based Learning Coordinator to recruit high school students in our community to participate in the work based learning cooperative education cohort Advanced Maintenance Technician Associates of Applied Science in Industrial Technology,

We will work with LEAP partners to advance the importance of advanced manufacturing as a career, the excellent skills set gained by working in the field, and the competitive wages that are paid to degreed and experienced advanced maintenance technicians. We will connect the program staff to parents and students both in an effort to encourage their interest and subsequent enrollment.

Will you strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at (731) 593-3221 or tim.barker@bcos.org.

Sincerely,



Timothy B. Barker
Assistant Principal
Building Testing Coordinator
Big Sandy School
13305 HWY 69A
Big Sandy, TN 38221
(731) 593-3221
(731) 593-3245 FAX
tim.barker@bcos.org
www.bentoncountyschools.org

Date: 06-15-2016

Mr. Curt Johnston
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human
Resource Agency-Work Base Learning Cohort Expansion

Dear Mr. Johnston:

I am writing to commit Carroll County Schools System to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. Specifically, our school system will assist the applicant and the Work Based Learning Coordinator to recruit high school students in our community to participate in the work based learning cooperative education cohort Advanced Maintenance Technician Associates of Applied Science in Industrial Technology,

We will work with LEAP partners to advance the importance of advanced manufacturing as a career, the excellent skills set gained by working in the field, and the competitive wages that are paid to degreed and experienced advanced maintenance technicians. We will connect the program staff to parents and students both in an effort to encourage their interest and subsequent enrollment.

We you strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me.

Sincerely,



Dennis Stokes
Carroll County Technical Center
Huntingdon, TN 38344

731-986-8908-222
dstokes@carrollschools.com

**WEAKLEY COUNTY SCHOOLS**

"Lighting The Way To A Brighter Future"

8319 Highway 22, Suite A, Dresden, Tennessee 38225
731-364-2186/2247

Date: June 15, 2016

Mr. Curt Johnston
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human
Resource Agency-Work Base Learning Cohort Expansion

Dear Mr. Johnston:

I am writing to commit Weakley County Schools to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. Specifically, our school system will assist the applicant and the Work Based Learning Coordinator to recruit high school students in our community to participate in the work based learning cooperative education cohort Advanced Maintenance Technician Associates of Applied Science in Industrial Technology,

We will work with LEAP partners to advance the importance of advanced manufacturing as a career, the excellent skills set gained by working in the field, and the competitive wages that are paid to degreed and experienced advanced maintenance technicians. We will connect the program staff to parents and students both in an effort to encourage their interest and subsequent enrollment.

We hope that you will strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at 731-364-2186.

Sincerely,

Randy Fray



BOARD
OF
EDUCATION

32

Dr. Verna Ruffin
Superintendent

Jim Campbell, Chairman • Dave Bratcher, Vice-Chairman • Robert F. Alvey, Jr.
David Clift • Janice Hampton • Jeffery Head • Joe Mays • Truman Murray • George Neely

June 3, 2016

Mr. Curt Johnston
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human
Resource Agency-Work Base Learning Cohort Expansion

Dear Mr. Johnston:

I am writing to commit Jackson-Madison County School System to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. Specifically, our school system will assist the applicant and the Work Based Learning Coordinator to recruit high school students in our community to participate in the work based learning cooperative education cohort Advanced Maintenance Technician Associates of Applied Science in Industrial Technology,

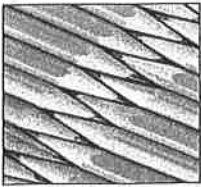
We will work with LEAP partners to advance the importance of advanced manufacturing as a career, the excellent skills set gained by working in the field, and the competitive wages that are paid to degreed and experienced advanced maintenance technicians. We will connect the program staff to parents and students both in an effort to encourage their interest and subsequent enrollment.

We hope that you will strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at 731-664-2527.

Sincerely,

A handwritten signature in cursive script that reads "Verna D. Ruffin".

Verna D. Ruffin, Ed.D
Superintendent



(731) 658-2510
FAX (731) 658-2061

HARDEMAN COUNTY BOARD OF EDUCATION

10815 OLD HWY. 64
BOLIVAR, TENNESSEE 38008

33

Warner A. Ross, II
Director of Schools

Date

Mr. Curt Johnston
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human
Resource Agency-Work Base Learning Cohort Expansion

Dear Mr. Johnston:

I am writing to commit Hardeman County Schools to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. Specifically, our school system will assist the applicant and the Work Based Learning Coordinator to recruit high school students in our community to participate in the work based learning cooperative education cohort Advanced Maintenance Technician Associates of Applied Science in Industrial Technology,

We will work with LEAP partners to advance the importance of advanced manufacturing as a career, the excellent skills set gained by working in the field, and the competitive wages that are paid to degreed and experienced advanced maintenance technicians. We will connect the program staff to parents and students both in an effort to encourage their interest and subsequent enrollment.

We you strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at the Hardeman County Board of Education, 731-658-2510.

Sincerely,

Warner A. Ross II

Warner A. Ross II
Director of Schools

"Preparing for the Future, One Child at a Time"

Decatur County Board of Education

34

Branson Townsend, Director
P.O. Box 369, 59 West Main St.
Decaturville, TN 38329
Phone: (731) 852-2391 Fax: (731) 852-2960
www.decaturcountyschools.org

June 7, 2016

Dr. Russ Deaton
Interim Executive Director
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human
Resource Agency-Work Base Learning Cohort Expansion

Dear Mr. Johnston:

I am writing to commit DECATUR COUNTY SCHOOLS to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. Specifically, our school system will assist the applicant and the Work Based Learning Coordinator to recruit high school students in our community to participate in the work based learning cooperative education cohort Advanced Maintenance Technician Associates of Applied Science in Industrial Technology,

We will work with LEAP partners to advance the importance of advanced manufacturing as a career, the excellent skills set gained by working in the field, and the competitive wages that are paid to degreed and experienced advanced maintenance technicians. We will connect the program staff to parents and students both in an effort to encourage their interest and subsequent enrollment.

We you strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at 731-852-2391.

Sincerely,



Betty Camper
CTE Director/Decatur County Schools

Robert Bibbs, Chairman
J. Wayne Stanfill
Rebecca Stanfill

Bradley Dodd
Jeffrey Rhodes
Allen Hays

Dwight Lancaster
Art Bawcum
Tom Haggard



BOARD
OF
EDUCATION

35

Building the Future, One Child at a Time

Wayne Henry
Director of Schools

Jarrell Stanfield, Chairman/Ramer • Jean Jones, V-Chairman/Selmer
Lynn Baker/Michie • Jay Hendrix/Selmer • Mark Massey/Adamsville
Brian Rowsey/Bethel Springs • Ricky Whitaker/Selmer

June 3, 2016

Mr. Curt Johnston
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human Resource
Agency-Work Base Learning Cohort Expansion

Dear Mr. Johnston:

I am writing to commit McNairy County Schools to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. Specifically, our school system will assist the applicant and the Work Based Learning Coordinator to recruit high school students in our community to participate in the work based learning cooperative education cohort Advanced Maintenance Technician Associates of Applied Science in Industrial Technology,

We will work with LEAP partners to advance the importance of advanced manufacturing as a career, the excellent skills set gained by working in the field, and the competitive wages that are paid to degreed and experienced advanced maintenance technicians. We will connect the program staff to parents and students both in an effort to encourage their interest and subsequent enrollment.

We you strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at teaguer@mcnairy.org or 731.645.8937.

Sincerely,


Ronnie Teague
CTE Director

NORTHWEST TENNESSEE WORKFORCE BOARD

**Northwest Tennessee Workforce Board
Administrative Office**
313 West Cedar Street * Dyersburg, TN 38024
(731) 286-3585 • Fax (731) 286-3584
TDD (731) 286-8383 * Toll Free: 866-286-3585

June 27, 2016

Mr. Curt Johnston
LEAP 2.0 RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human Resource Agency-
Work Based Learning Cohort Expansion

Dear Mr. Johnston:

I am writing to commit Dyersburg State Community College, Northwest Tennessee Workforce Board to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. Specifically, Northwest Tennessee Workforce Board will assist the applicant and the Work Based Learning Coordinator to recruit industries in our community to participate in the work based learning incumbent worker advanced maintenance technician program.

As the leader in the ACT® Work Ready Community project in West Tennessee, we seek to assist companies in identifying which current employees are the best fit for the highly skilled position of advanced maintenance technician and which workers are the top candidates for specific job training. To this end, job seekers have the opportunity to become certified as work ready through the National Career Readiness Certificate WorkKeys® assessments of applied mathematics, locating information and reading for information. For employers, the ACT job profiling process offers a concrete way for businesses to analyze the skills needed for specific jobs. By comparing job profile information with individuals' scores on the WorkKeys assessments, businesses have a tool for making reliable decisions about hiring, training, and program development. The Northwest Tennessee Workforce Board will be responsible for conducting these screening tools for interested jobseekers and industries.

We urge you to strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at 731-286-3585 extension 16.

Sincerely,



Margaret Prater
Vice President for Workforce Development



Local Workforce Development Area 12
Benton-Carroll-Crockett-Dyer-Gibson-Henry-Lake-Lauderdale-Obion-Tipton-Weakley
www.northwesttncareercenter.org
Dyersburg State Community College - Fiscal Agent & Administrative Entity





06-27-2016

Dr. Russ Deaton
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human
Resource Agency-Work Based Learning Cohort Expansion

Dear Dr. Deaton:

I am writing to commit The Henderson County Chamber of Commerce to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. Specifically, The Henderson County Chamber of Commerce will assist the applicant and the Work Based Learning Coordinator to recruit industries in our community to participate in one or more of the threefold program components.

Specifically, we will target advanced manufacturing companies in Henderson County that have at least 60 employees for participation in one or more of the following program components.

- the work based learning cooperative education cohort Advanced Maintenance Technician Associates of Applied Science in Industrial Technology,
- the work based learning incumbent worker advanced maintenance technician program, or
- the articulation program where, using concurrent enrollment, Lane College students (sophomores and juniors) will be able to complete their Bachelors degree in Business at Lane while also earning an Advanced Maintenance Technician Associates of Applied Sciences Degree in Industrial Technology that includes academic credit work based learning component.

We you strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at 731-968-2126.

Sincerely,

Kimberly Douglass
Executive Director
Henderson County Chamber of Commerce



197 Auditorium Street
P.O. Box 1904
Jackson, Tennessee
38302-1904

731.423.2200 P
731.424.4860 F
chamber@jacksontn.com
jacksontn.com

June 16, 2016

Dr. Russ Deaton
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Workforce Development Board 11, Southwest Human Resource
Agency-Work Based Learning Cohort Expansion

Dear Dr. Deaton:

I am writing to commit the Jackson Chamber to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. Specifically, the Jackson Chamber will assist the applicant and the Work Based Learning Coordinator to recruit industries in our community to participate in one or more of the threefold program components.

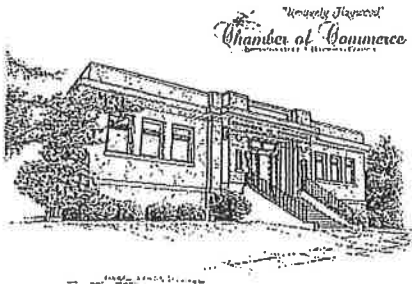
Specifically, we will target advanced manufacturing companies in Madison County that have at least 60 employees for participation in one or more of the following program components.

- the work based learning cooperative education cohort Advanced Maintenance Technician Associates of Applied Science in Industrial Technology,
- the work based learning incumbent worker advanced maintenance technician program, or
- the articulation program where, using concurrent enrollment, Lane College students (sophomores and juniors) will be able to complete their Bachelors degree in Business at Lane while also earning an Advanced Maintenance Technician Associates of Applied Sciences Degree in Industrial Technology that includes academic credit work based learning component.

We you strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at mwhite@jacksontn.com or 731-423-2200.

Sincerely,

Mandy White
Senior Vice President, Economic Development



Brownsville Haywood County Chamber of Commerce

39

121 West Main St. • Brownsville, Tennessee 38012
(731) 772-2193 • (731) - 335-2195 fax

Wednesday, June 15, 2016

Dr. Russ Deaton
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human Resource Agency-Work Based Learning Cohort Expansion

Dear Dr. Deaton:

I am writing to commit the Brownsville Haywood County Chamber of Commerce to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. Specifically, the Chamber will assist the applicant and the Work Based Learning Coordinator to recruit industries in our community to participate in one or more of the threefold program components.

Specifically, we will target advanced manufacturing companies in Haywood County that has at least 60 employees for participation in one or more of the following program components.

- the work based learning cooperative education cohort Advanced Maintenance Technician Associates of Applied Science in Industrial Technology,
- the work based learning incumbent worker advanced maintenance technician program, or
- the articulation program where, using concurrent enrollment, Lane College students (sophomores and juniors) will be able to complete their Bachelor's degree in Business at Lane while also earning an Advanced Maintenance Technician Associates of Applied Sciences Degree in Industrial Technology that includes academic credit work based learning component.

We urge you to strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at 731-772-2193

Sincerely,



www.bhccchamber.org • info@bhccchamber.org



ALL RIGHTS RESERVED BY THE BOARD OF CHAMBER OF COMMERCE



1069 SOUTH MAIN STREET • MILAN, TENNESSEE 38358

TELEPHONE (731) 686-7494 • FAX (731) 686-7495

MILANTNCHAMBER.COM • MILANTNECD.COM

CHAMBER@CITYOFMILANTN.COM

June 15, 2016

Dr. Russ Deaton
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human Resource Agency-
Work Based Learning Cohort Expansion

Dear Dr. Deaton:

I am writing to commit Milan Chamber of Commerce to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. Specifically, Milan Chamber of Commerce will assist the applicant and the Work Based Learning Coordinator to recruit industries in our community to participate in one or more of the threefold program components.

Specifically, we will target advanced manufacturing companies in Gibson County that have at least 60 employees for participation in one or more of the following program components:

- the work based learning cooperative education cohort Advanced Maintenance Technician Associates of Applied Science in Industrial Technology,
- the work based learning incumbent worker advanced maintenance technician program, or
- the articulation program where, using concurrent enrollment, Lane College students (sophomores and juniors) will be able to complete their Bachelor's degree in Business at Lane while also earning an Advanced Maintenance Technician Associates of Applied Sciences Degree in Industrial Technology that includes academic credit work based learning component.

We you strongly consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at 731-686-7494 or chamberevp@cityofmilantn.com.

Sincerely,

Julie Allen Burke

Julie Allen Burke
Executive Director

June 13, 2016

Dr. Russ Deaton
LEAP RFP
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1900
Nashville, Tennessee 37243-0830

RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human
Resource Agency-Work Base Learning Cohort Expansion

Dear Dr. Deaton,

I am writing to commit the Tennessee Department of Economic and Community Development – Southwest Region to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. Specifically, ECD's Southwest Region will assist the Work Based Learning Coordinator to make industries in the Southwest Region's eight counties aware of the threefold program components.

The Work Based Learning Coordinator will target advanced manufacturing companies in our eight counties that have at least 60 employees for participation in one or more of the following program components.

- the work based learning cooperative education cohort Advanced Maintenance Technician Associates of Applied Science in Industrial Technology,
- the work based learning incumbent worker advanced maintenance technician program, or
- the articulation program where, using concurrent enrollment, Lane College students (sophomores and juniors) will be able to complete their Bachelors degree in Business at Lane while also earning an Advanced Maintenance Technician Associates of Applied Sciences Degree in Industrial Technology that includes academic credit work based learning component.

We appreciate your consideration of this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at 731-414-4463.

Sincerely,

Tracey Exum, Southwest Regional Director
Tennessee Department of Economic and Community Development

GRANT BUDGET

LEAP Program Competitive Grant

The grant budget line-item amounts below shall be applicable only to expenses incurred during the following

Applicable Period: BEGIN: September 14, 2016 END: March 13, 2019

POLICY 03 Object Line- item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY 1	GRANT CONTRACT	GRANTEE PARTICIPATIO N	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes	283,741.00	0.00	283,741.00
4, 15	Professional Fee, Grant & Award 2	444,100.00	0.00	444,100.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications	19,000.00	0.00	19,000.00
11, 12	Travel, Conferences & Meetings	12,000.00	0.00	12,000.00
18	Other Non-Personnel 2	0.00	0.00	0.00
20	Capital Purchase 2	0.00	0.00	0.00
22	Indirect Cost	27,179.00	0.00	27,179.00
24	In-Kind Expense (8%)	0.00	0.00	0.00
25	GRAND TOTAL	786,020.00	0.00	786,020.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A*. (posted on the Internet at: www.state.tn.us/finance/act/documents/policy3.pdf).

² Applicable detail follows this page if line-item is funded.

APPENDIX B - Grant Budget Line-Item Detail

Line Items 4 and 15	Detailed Description of Grant Line Item	Expense
A.	<u>Industry partners reimbursement for WBL compensation:</u>	
	<i>Pass through expenditures:</i>	
	<u>Incumbent Worker WBL Cohorts:</u>	
	Cohort 1: Jan 2017 - May 2018, (15 students, \$2,000 each for 4 semester program)	\$ 120,000
	Cohort 2: Aug 2017 - Dec 2018 (15 students, \$2,000 each for 4 semester program)	\$ 120,000
	<u>Lane College WBL Cohort</u>	
	Lane College WBL Cohort: Aug 2017 - Dec 2018 (10 students, 120 hrs/term (1 day for 15 wks) @ \$12/hour), 4 semester program)	\$ 57,600
	Industry Reimbursement Total	\$ 297,600

B. LWDA 11, Workforce Development Board

Pass through expenditures:

Partial business services staff salary to recruit targeted manufacturing firms in eight counties of the rural south west TN LWDA region 11	\$ 24,000
Travel of business services staff	\$ 1,450
Job profiler training for LWDA staff to assist industries with selecting most successful employee/student based on that firm's exact technical needs	\$ 2,100
Travel for profiler training	\$ 2,400
Profiler license for two years	\$ 3,200
Profiling maintenance/engineering jobs (5 profiles over two year period) to assist industries in selecting qualified employees to transition over to the maintenance/engineering department	\$ 10,000
NCRC Assessments (300 @ \$50) to aid with employee/student selection within the targeted industry firms of region 11	\$ 15,000
General office needs for support of program	\$ 1,850
LWDA 11 Total	\$ 60,000

C. LWDA 12, Workforce Development Board

Pass through expenditures:

Partial business services staff salary to recruit targeted manufacturing firms in five counties of the rural northern west LWDA region 12	\$ 25,000
Travel of business services staff	\$ 2,800
Profiling maintenance/engineering jobs (6 profiles over two year period) to assist industries in selecting qualified employees to transition over to the maintenance/engineering department	\$ 12,000
NCRC Assessments (104 @ \$50) to aid with employee/student selection within the targeted industry firms of region 12	\$ 5,200
General office needs for support of program	\$ 1,500
LWDA 12 Total	\$ 46,500

D. Lane College

Pass through expenditure:

Partial salary of Lane coordinator to help screen, select and intrusively advise chosen participant students (\$20,000 for 2 years)	\$ 40,000
---	-----------

TOTAL PROFESSIONAL FEE (Line 4) & GRANTS and AWARDS (Line 15)	\$ 444,100
--	-------------------



June 23, 2016

Dr. Russ Deaton
Interim Executive Director
Tennessee Higher Education Commission
404 James Robertson Parkway, Suite 1100
Nashville, Tennessee 37243



RE: LEAP 2.0 Letter of Support and Commitment
Application submitted by: Local Work Development Board 11, Southwest Human Resource Agency-Work Base Learning Cohort Expansion

Dear Dr. Deaton:

I am writing to commit Benton County Career and Technical Center (Senator Frank P. Lashlee Career and Technical Center) to participate in the LEAP 2.0 program activities described in the application submitted by the Local Workforce Development Board 11, Southwest Human Resource Agency. Specifically, our school system will assist the applicant and the Work Based Learning Coordinator to recruit high school students in our community to participate in the work based learning cooperative education cohort Advanced Maintenance Technician Associates of Applied Science in Industrial Technology,

We will work with LEAP partners to advance the importance of advanced manufacturing as a career, the excellent skills set gained by working in the field, and the competitive wages that are paid to degreed and experienced advanced maintenance technicians. We will connect the program staff to parents and students both in an effort to encourage their interest and subsequent enrollment.

We urge you to consider this LEAP 2.0 application submitted by Local Workforce Development Board 11, Southwest Human Resource Agency. If you have any questions, feel free to contact me at (731) 584-4492.

I remain,

Sincerely,

Dr. Randy S. Shannon, Esq.
Principal and CTE Director



EVERY CHILD • EVERY CHANCE • EVERY DAY